******THIS IS NOT A REQUEST FOR PROPOSAL******

STATE OF IOWA
DEPARTMENT OF
Health
AND
Human
SERVICES

IOWA DEPARTMENT OF HEALTH AND HUMAN SERVICES

DIVISION OF INFECTIOUS DISEASE PREVENTION AND RESPONSE

REQUEST FOR INFORMATION
for
Immunization Registry Information System (IRIS) Replacement

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SECTION 1: PURPOSE, BACKGROUND, AND ADMINISTRATIVE INFORMATION

1.1 Purpose/Information Sought

The Iowa Department of Health and Human Services, hereafter known as the Department, is seeking **information** from parties interested in providing a comprehensive, configurable off-the-shelf Immunization Information System to provide computerized tracking of immunizations for children, adolescents and adults who are seen in a variety of public and private healthcare provider sites throughout the state.

The purpose of this process is to provide the background information for the preparation of a Request for Proposals (RFP). The purpose of this Request For Information (RFI) is to allow all interested vendors to present systems currently available and preview systems under development to assist the Department in preparation of a Request For Bids (RFB) or Request For Proposals (RFP).

1.2 Background Information for the Project

The Immunization Registry Information System (IRIS) is a statewide immunization and health screening information system managed by the Iowa Department of Health and Human Services (Iowa HHS) Immunization Program. IRIS is robust and thoroughly integrated within Iowa's Immunization Program. Healthcare providers throughout Iowa rely on IRIS for the current vaccine history of their patients. More than 3,400 organizations use IRIS, nearly 36% of these organizations are private practice clinics, 18% are pharmacies. Participating providers also include hospitals, schools, and local public health agencies. IRIS supports more than 1,500 organizations via data exchange, of which 98% submit real-time data and 83% directly query IRIS through bidirectional functionality. IRIS includes approximately 47 million immunizations, 4.1 million patient records and 14,000 users.

The Iowa Department of Health and Human Services is currently using a vendor-hosted system that was developed by the state of Wisconsin, the Wisconsin Immunization Registry (WIR). Since June 2011, Gainwell Technologies LLC (Gainwell), formerly DXC Technology Service LLC, has been engaged with the Iowa HHS with supporting IRIS.

IRIS serves the public health goal of preventing and mitigating the spread of vaccine-preventable diseases in Iowa and assuring individuals receive proper immunizations and health screenings. The success and effectiveness of IRIS is

dependent upon the level of participation by healthcare providers. Under Iowa Administrative Code 641-7.11(22), the purposes of IRIS are as follows:

- Maintain a database of immunization histories and health screening information
- Ensure patients are fully immunized and screened

The primary stakeholders utilizing the immunization registry include the following:

- State Immunization Program staff
- Local public health agencies
- Hospitals
- Private healthcare providers
- Rural health centers
- Pharmacies
- Long-term care centers
- State agencies
- Health plans
- Schools

1.3 Request for Information Procedure

This request requires any vendor wishing to submit **information** to respond to this Request for Information (RFI) by 3:00 p.m. Central Time, on **December 2, 2022*.***

In addition, vendors may demonstrate their equipment and explain their technology during the weeks of December 5, 2022 - December 16, 2022. Requests to schedule demonstrations are also due by 3:00 p.m. Central Time, on **December 2, 2022*.***

1.4 Relevant Dates

Event	Date
Issue RFI	October 24, 2022
RFI Responses Due	December 2, 2022
RFI Demonstrations	December 5 - 16, 2022
[redacted]	
Issue RFP (Tentative date)	February 1, 2023
RFP Decision to Award Contract (Tentative date)	April 3, 2023
Contractor/Vendor Begins Implementation (Tentative date)	June 1, 2023
Conversion Completed - Existing Contract Expires	May 31, 2024

(Tentative date)	

1.5 Submission of Response

The vendor's **written** response may be hand-delivered, e-mailed **or** mailed to the Department. Responses will not be accepted over the telephone. However, the Department reserves the right to make telephone contacts or follow up on information submitted in any manner deemed appropriate by the Department. All responses or requests to schedule a demonstration must be received at the Department by 3:00 p.m. Central Time, on **December 2, 2022.**

1.6 Demonstrations

Demonstration day preferences will be scheduled in the order received. It is preferred that presentations start at 10:00 a.m. Central Time, but will be flexible in scheduling the time of each presentation. Vendors may provide demonstrations virtually or in person. All demonstrations will be recorded.

1.7 Contact Information

The contact at the Department for scheduling, technical questions, inquiries, comments, and submission of responses will be:

Name of IHHSContact:	Milt Dahl
Department Address:	IHHS 321 East 12th Street Des Moines, IA 50319
Email Address:	milt.dahl@idph.iowa.gov

1.8 Review and Rejection of RFI Responses

1.8.1 The Department reserves the right to reject any and all responses, in whole and in part, received in response to this RFI at any time. Issuance of the RFI in no way constitutes a commitment by the Department to award any contract. This RFI is designed to provide Vendors with the information necessary for the preparation of informative response proposals and demonstrations of product. This RFI process is for the Department's benefit and is intended to provide the Department with competitive information to assist in the selection of goods and services. The RFI is not intended to be comprehensive and each Vendor is responsible for determining all factors necessary for submission of a comprehensive response and a complete product capability demonstration.The RFI response and demonstration will not be subject to an RFP type evaluation but only to a review of

suggested product performance, cost *(cost may be estimated by Vendor, if an estimate Vendor shall state that it is an estimated or approximate cost)*, of processes offered and of abilities to perform services that may be of use to the Department.

1.8.2 An RFI response may be rejected outright and not reviewed for any one (1) of the following reasons, therefore Vendors are asked to make every effort to meet the RFI timelines and to include the requested information:

- Failure of Vendor to deliver the response by the due date and time.
- Failure to include information requested in the RFI.
- Failure to offer demonstrations.

1.9 Public Records and Requests for Confidentiality

1.9.1 The release of information by the Department to the public is subject to Iowa Code Chapter 22 and other applicable provisions of law relating to the release of records in the possession of a State agency. Vendors are encouraged to familiarize themselves with these provisions prior to submitting a bid proposal. All information submitted by a Vendor may be treated as public information by the Department unless the Vendor properly requests that information be treated as confidential at the time of submitting the proposal.

1.9.2 Any requests for confidential treatment of information must be included in a cover letter with the Vendor's bid proposal and must enumerate the specific grounds in Iowa Code Chapter 22 or other legal reasons which support treatment of the material as confidential and must indicate why disclosure is not in the best interests of the public. The request must also include the name, address and telephone number of the person authorized by the Vendor to respond to any inquiries by the Department concerning the confidential status of the materials.

1.9.3 Any documents submitted which contain confidential information must be marked on the outside as containing confidential information, and each page upon which confidential information appears must be marked as containing confidential information. The confidential information must be clearly identifiable to the reader wherever it appears. All copies of the proposal submitted, as well as the original proposal, must be marked in this manner.

1.9.4 In addition to marking the material as confidential material where it appears, the Vendor must submit one copy of the bid proposal from which the confidential information has been excised. The confidential material must be excised in such a way as to allow the public to determine the general nature of the material removed and to retain as much of the document as possible. These pages must be

submitted with the cover letter and will be made available for public inspection.

1.9.5 The Vendor's failure to request in the bid proposal confidential treatment of material pursuant to this Section and the relevant laws and administrative rules will be deemed by the Department as a waiver of any right to confidentiality which the Vendor may have had.

1.10 Copyrights

By submitting a response the vendor agrees that the Department may copy the response for purposes of facilitating the evaluation or to respond to requests for public records. The vendor represents that such copying will not violate any copyrights in the materials submitted.

1.11 Restrictions on Gifts and Activities

Iowa Code chapter 68B contains laws which restrict gifts which may be given or received by state employees and requires certain individuals to disclose information concerning their activities with state government. Vendors are responsible for determining the applicability of this chapter to their activities and for complying with these requirements. In addition, Iowa Code chapter 722.1 provides that it is a felony offense to bribe a public official.

1.12 Content of the RFI

This RFI is designed to provide vendors with the information necessary for the preparation of an appropriate response. It is not intended to be comprehensive, and each vendor is responsible for determining all factors necessary for submission of a comprehensive response.

The Department reserves the right to modify this RFI at any time.

Responses should be based on the material contained in this RFI or any other relevant information the vendor thinks is appropriate.

By submitting a response each vendor agrees that it will not bring any claim or have any cause of action against the Department, the State of Iowa, or any employee of the Department or the State, based on any misunderstanding concerning the information provided or concerning the Department's failure, negligent or otherwise, to provide the vendor with pertinent information as intended by this RFI.

1.13 Cost to Vendors

The Department is not responsible for any costs incurred by a vendor, which are related to the preparation or delivery of the response, any on-site inspection that may be required, or any other activities related to this RFI.

1.14 Responses Property of the Department

All printed information used to demonstrate a vendor's product becomes the property of the Department. The Department will have the right to use ideas or adaptations of ideas that are presented in the responses.

1.15 Sources of Information Used by the Department in Addition to the Responses

The Department reserves the right to contact vendors after the submission of responses for the purpose of clarification and to ensure mutual understanding.

1.16 No Obligation to Issue Request for Proposal (RFP)

The issuance of this RFI does not obligate the Department in any way to issue an RFP for the goods and services described in this RFI.

1.17 Vendor Responses Identifying Information

State the name and principal place of business of the vendor.

Identify the vendor's type of business entity such as a corporation or partnership.

State the vendor's place of incorporation, if applicable. At the respondent's discretion, provide an organization chart for the vendor. Include any parent, subsidiary and affiliate companies you feel may be relevant to this presentation.

State the name, address, email address, telephone number and FAX number of the vendor representative to contact regarding all technical matters concerning this RFI.

1.18 Vendor References

List all jurisdictions for which the vendor has **implemented an Immunization Information System** and indicate the dates on which each contract began and ended. Please include any applicable references.

SECTION 2: REQUIREMENTS

The Department is interested in new and innovative methods of providing service to our customers. Describe any experience and application capabilities regarding the development, hosting and maintenance of web based Immunization Information Systems (IIS)

2.1 General Requirements

2.1.1 Immunization Information System which allows for the ability to search, create, delete, modify, and update patient records with demographics and immunization information

2.1.1.1 Ability to change patient status at the organization, county, and state level (Moved or Gone Elsewhere)

2.1.1.2 Patient Program Eligibility/Group Affiliation

2.1.1.2.1 Captures program eligibility (Vaccines for Children(VFC), Medicaid, 317)

2.1.1.2.2 Provides user option to select/edit eligibility information at vaccine level

2.1.1.2.3 School Name and Grade Information

2.2.1 Maintain and ability to edit Advisory Committee on Immunization Practices (ACIP) recommended schedules for children, adolescents, adults including travel vaccines

2.3.1 Supports all current mandatory Centers for Disease Control(CDC) Core Data Elements for immunization registries https://www.cdc.gov/vaccines/programs/iis/core-data-elements/iis-func-stds.html

2.4.1 Complies with CDC Public Health Information Network (PHIN) standards https://www.cdc.gov/phin/index.html

2.5.1 Supports all the CDC/NIP Functional Standards for Immunization Registries https://www.cdc.gov/vaccines/programs/iis/func-stds.html

2.6.1 Reminder/Recall

2.6.1.1 Reminder/Recall Notices at provider level

2.7.1 Import/Export Data to Other Systems

2.8.1 Provide Pandemic functionality for distribution of vaccines from the state to counties to individual providers

2.9.1 Capable to conduct real time data exchange with electronic health records

2.10.1 Online vaccine ordering for VFC providers

2.10.1.1 Inventory management of private and public vaccine

2.10.1.2 Vaccine order export with Vaccine Tracking System (VTrckS)

2.11.1 Annual VFC enrollment for VFC providers

2.12.1 Influenza vaccine prebook functionality for VFC Program

2.12.1.1 VFC Provider - Influenza vaccine prebook for providers

2.12.1.2 State - Influenza vaccine order management and distribution

2.12.1.3 Influenza vaccine order export with Vaccine Tracking System (VTrckS)

2.13.1 Ability to document school/child care audits by local public health agencies

2.13.1.1 State establishes child care list and schools/school districts

2.13.1.2 Local Public Health Agency data entry of school and child care audits

2.13.1.3 Ability to generate state and county level reports of audit results

2.14.1 Help and Tutorial Assistance

2.14.1.1 Training modules for users to include online help, training videos and downloadable guides

2.14.1.2 Provider Alerts/Broadcast Messaging

2.15.1 User/Organization management

2.15.1.1 User/Organization Relationships

2.15.1.2 Multiple roles for a variety of access levels by functionality

2.15.1.3 User roles and security management, state and organizational level

2.16.1 Clinical Decision Support (immunization scheduler/evaluator) functionality to Advisory Committee on Immunization Practices (ACIP) recommended vaccines and State School and Child Care Immunization requirements for each patient/student

2.17.1 Healthcare Effectiveness Data and Information Set (HEDIS) functionality for health plans to assess immunization coverage for insured individuals

2.17.1.1 Allow for return of all vaccines or select vaccines as determined by health plan

2.18.1 Immunization coverage/assessment functionality

2.18.1.1 State

2.18.1.2 County

2.18.1.3 Provider

2.18.1.4 School

2.18.1.5 Geographic Information System

2.19.1 Refugee Health module for initial refugee health screening assessment

2.19.1.1 Data exchange with electronic health records (EHR)

2.19.1.2 Establish user roles based on functionality

2.20.1 Vision module to document vision screening results

2.20.1.1 Data exchange with EHRs

2.20.1.2 Establish user roles based on functionality

2.21.1 Ability to interface with vital records

2.21.1.1 Create new records for newborns

2.21.1.2 Ability to lock/seal deceased records

2.21.1.3 Ability to lock/seal adopted records and create new records

2.22.1 Queries/Access to database

2.22.1.1 Establish based on state user roles

2.22.1.2 includes a data dictionary

2.23.1 System reporting capabilities

2.23.1.1 User identified (Ad Hoc) criteria

2.23.1.2 Pre-defined reports

2.23.1.3 Produce Program Specific Reports/Forms

2.23.1.4 Reports – On Screen and downloadable Copy

2.24.1 Address validation functionality

2.25.1 Vendor hosted database with access for state staff to run queries as needed

2.26.1 De-duplication and Record Merging

2.27.1 Perinatal and Chronic Hepatitis B Data

2.28.1 Medical Countermeasure/Strategic National Stockpile (SNS) inventory management

2.2 System Requirements

2.2.1 Ability to migrate current IRIS SQL database to a cloud-based database platform.

2.2.2 Functions at least 24 hours a day with routine system backup and maintenance daily

2.2.3 Provides web-based, real-time data exchange with electronic Health Record (EHR) applications

2.2.4 Provides data entry rules that ensure accurate and consistent entry of data (e.g. enforces alpha and numeric fields, allows only valid dates, restricts dropdown selections, etc.)

2.2.5 Provide User-level and Data/Record-levelSecurity
2.2.6 Provide for Business Continuity and Disaster Recovery
2.2.7 User Activity Audit Trails
2.2.8 Sets, Deletes, and Modifies User Roles and Security
2.2.9 System Administrator Capabilities
2.2.10 Add, Edit, and Configure Data Elements
2.2.11 System Administration Reports
2.2.12 System Training for end users

2.3 Experience and Application Capabilities

Please describe any experience and application capabilities regarding the development, hosting and maintenance of web based Immunization Information Systems (IIS).

Please describe other experience and system capabilities including but not limited to:

2.3.1 AWS Hosting Instance Types
2.3.2 Central Accounting System
2.3.3 Change Requests
2.3.4 Work Queues
2.3.5 Reporting
2.3.6 Auditing and logging
2.3.7 Access Management with customizable security features
2.3.8 Ability to import and export data to analytic and reporting systems and or built in reporting, analytics, and visualization functionality
2.3.9 Managing confidential data access use both internal and external to your organization including health information privacy and security
2.3.10 Two-factor authentication
2.3.11 Deduplication of records
2.3.12 Patient/record matching
2.3.13 System data migration
2.3.14 Use of QR or barcode scanning
2.3.15 Maintenance of development, test and production environments
2.3.16 Project management methodology

2.4 Data Exchange

Please describe any experience and system capabilities with respect to data exchange including but not limited to:

- 2.4.1 Immunization Information Systems
- 2.4.2 Disease Surveillance Systems
- 2.4.3 Medical Examiner Systems
- 2.4.4 Health Information Exchanges

2.5 Financial Information

The vendor must be able to host the application. Currently IRIS is hosted by the vendor through Amazon Web Services. The Department is interested in the following cost projections/estimates:

- 2.5.1 Hosting costs
- 2.5.2 Data migration costs
- 2.5.3 Maintenance costs
- 2.5.4 State-specific enhancement/functionality costs
- 2.5.5 Initial build/implementation of the software. This includes connecting with external partners
- 2.5.6 HL7/FHIR/API/external connections
- 2.5.7 Ongoing licensing, service and maintenance fees including updates and system enhancements
- 2.5.8 Additional support options

2.6 Project Timeline

Please provide a projected timeline for implementation, including estimated effort for data migration, and include if the product is:

- 2.6.1 Already developed
- 2.6.2 Under development
- 2.6.3 Not yet developed
- 2.6.4 Change Requests
  - 2.6.4.1 Ability to develop state-specific functionality
    - 2.6.4.1.1 Decision making and process to implement state functionality (e.g., consortium consensus, state-specific)
    - 2.6.4.1.2 Prioritization of state-specific functionality

SECTION 3: OTHER FEATURES

Are there any other features, services or options the vendor believes the Department should be aware of in preparation of an RFP? If so, please describe the feature, service product or option and explain how it would improve the program served as identified in this RFI.